

From: [Honker, William](#)
To: nim.kidd@dps.texas.gov; kevin.hannes@fema.dhs.gov; john.long2@fema.dhs.gov
Cc: suzannah.jones@dps.texas.gov; randolph.henry@fema.dhs.gov; [Crossland, Ronnie](#); [Gray, David](#); [R6HarveyInfo](#)
Subject: EPA staffing of JFO
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Hi all,

I wanted to give you a heads up that I am planning to report to the Austin JFO on Wednesday, September 6 as EPA's Senior Federal Official and will be transitioning that role to Kell Kelly from Administrator Pruitt's office beginning Thursday, September 7. Our folks have told me EPA has requested some space at the JFO, but none has yet been provided. It would be most helpful if we could have at least two slots available by Wednesday to accommodate Mr. Kelly and myself. I look forward to meeting you and expediting EPA's assistance and participation in this critical effort.

Please let me know if I can provide any information or assistance in advance of my arrival. Feel free to contact me by email or cell #214-551-3619.

Bill Honker

William K. Honker, P.E.
Director, Water Division
EPA Region 6
1445 Ross Ave., Suite 1200
Dallas, TX 75202
214-665-3187 ofc
214-551-3619 cell